

**MCO 1510.121**

**MARINE CORPS COMMON  
SKILLS (MCCS)  
PROGRAM**



Signed 10 Apr 01  
T. S. JONES  
By direction

MCO 1510.121  
C 472  
10 Apr 01

MARINE CORPS ORDER 1510.121

From: Commandant of the Marine Corps  
To: Distribution List

Subj: MARINE CORPS COMMON SKILLS (MCCS) PROGRAM

Ref: (a) MCO 1510.89A

Encl: (1) Functional Learning Center (FLC) and MCCS Task  
Alignment

1. Purpose. To provide information, policy intent, and execution instructions for the MCCS Program.

2. Background

a. The missions assigned to the U.S. Marine Corps require all Marines to possess basic common skills. The MCCS program is a system of Individual Training Standards (ITSS) directives that provide progressive, building block skills expected of all Marines. The ITSS contained in the reference represent those common entry level and sustainable skills required of all Marines. Future MCCS directives will annotate those common skills aligned to specific grades. The MCCS provide a foundation upon which unit commanders, Functional Learning Centers (FLCs), and Distance Learning (DL) developers build training packages for individual Marines as part of unit training or formal courses of instruction.

b. The MCCS found in the reference are the basis for the Programs of Instruction (POI) for Marine Corps Recruit Training, Marine Combat Training (MCT) at the Schools of Infantry (SOIs), the common skills portion of Infantry Training Battalion (ITB) at the SOIs, Officer Candidate School/Naval Academy (OCS/NAVACD), and The Basic School (TBS).

c. The three phases of MCCS:

(1) Phase I - Basic Marine Training (BMT). The individual receives basic military instruction that will help develop the pride, confidence, and self-discipline expected of every Marine. Phase I training is conducted at Marine Corps

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Recruit Depots (MCRD) and OCS/NAVACD. Instructional tasks are found in the reference and the enclosure depicts the FLC location of instruction. Upon completion of Phase I training, an individual has developed a warrior's spirit.

(2) Phase II - Basic Combat Training (BCT). The Marines master the tasks that will enable them to operate in a combat environment and to perform the duties of a rifleman. Phase II training is conducted at SOI and TBS. ITSS are contained in the reference. The enclosure delineates the FLC location of instruction. Upon successful completion of Phase II training, the Marine has completed training in the common skills of a rifleman.

(3) Phase III - Sustainment Training (ST). This training takes place in the Operating Forces and Supporting Establishment and is designed to sustain the mastery of those common skills learned in the first two phases of the entry level M CCS program.

### 3. Policy

a. Every Marine regardless of MOS will be taught the common skills needed to fight and win on today's battlefield.

b. Common skills proficiency is an integral part of every Marine's performance of duty. Commanders will consider a Marine's common skills proficiency when assigning proficiency marks and writing fitness reports.

c. Entry level M CCS are the basis for Phase I and Phase II training. This training will be conducted in accordance with a program of instruction approved by Commanding General, Training Command.

d. Phase III training will be the sustainment of those skills taught during Phase I and II. Sustainment Training is the responsibility of commanders at all levels and will be incorporated into unit training plans.

### 4. M CCS Sustainment Training

a. Sustainment Training is the continuous reinforcement of common skill tasks throughout a unit's training program. M CCS Handbooks, developed by the Marine Corps Institute (MCI), will

be based on ITS directives. These books are to be utilized as job aids to assist in the preparation for and conduct of Sustainment Training and will contain all common skill tasks. All Marines [Private - Gunnery Sergeant, WO1 - CWO2, and Second Lieutenant - Captain] will conduct Sustainment Training and be evaluated annually on the mastery of common skills. All units, both in the operating forces and supporting establishment, except those units exempted in paragraph 4g of this order, will conduct MCCS training annually.

b. MCCS testing and evaluation will be accomplished through use of the MCI test booklet. The test may be administered in a written or performance base format. A minimum score of 80% is required to obtain mastery of the MCCS test. Marines who fail the test will be provided remedial instruction in those areas found deficient and retested.

c. MCCS mastery or non-mastery scores will be reported to the Marine Corps Total Force System (MCTFS) for those Marines listed in paragraph 4a. This input will provide the commander the capability to retrieve data and information on Marines assigned to their commands. Scores will be considered when assigning proficiency marks for corporals and below and in fitness reports for sergeants and above. Comments in the fitness report regarding performance on the MCCS test for sergeants and above are appropriate.

d. Performance evaluation (practical application) is the preferred method of conducting performance-based MCCS tasks to standard. Tasks that cannot be reasonably performed or evaluated due to non-availability of equipment, ranges/training areas, or ammunition may be evaluated using the knowledge-based test constructed by MCI.

e. The Inspector General, Marine Corps (IGMC) will evaluate major subordinate command compliance with the intent of this order.

f. The following type of units are not required to conduct MCCS training:

(1) Formal Schools - are not required to conduct annual MCCS training/testing to their students.

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(2) Formal Schools - staffs in locations where access to weapons, equipment, and suitable training areas is limited are not required to conduct annual MCCA training/testing. Drill instructors filling authorized 8511 billets, MCCA instructors at the MCRDs and instructors at the SOIs are exempt from the annual MCCA requirements with the approval from their Commanders.

(3) Marine Corps Recruiting Command, Ships Detachments, Flag Allowance personnel, personnel assigned to Joint staffs and Headquarters, U.S. Marine Corps.

(4) Marine Detachments - in locations where access to weapons, equipment, and suitable training facilities is limited.

g. Commanding Generals have the authority to temporarily waive MCCA training based on subordinate unit missions. For separate organizations (units without a commanding general in their chain of command), waivers will be requested from Commanding General, Marine Corps Combat Development Command (C 472G).

## 5. Action

a. IGMC. Inspect and evaluate major subordinate commands/independent units and activities (as listed in MCO 5040.6) for compliance with the intent of this order.

b. Commanding General, Training and Education Command

(1) Ensure that MCCA handbooks are published in sufficient quantity to comply with the distribution plan.

(2) Review ITS orders, MCCA handbooks, and testing material every three years and update as required.

(3) Review and approve the programs of instruction for MCRD, OCS/NAVACD, MCT, ITB, and TBS every three years and ensure compliance with this order.

c. Commanding Generals. Ensure command's training policy adheres to guidance set forth in this order.

d. Commanders

(1) Plan, conduct, and evaluate MCCA training and testing in accordance with the policy contained in this order.

(2) Request waivers, in accordance with paragraph 4g of this order, when mission and resources prevent compliance.

(3) Consider MCCA mastery/non-mastery scores when assigning proficiency marks to corporals and below and when writing fitness reports for sergeants and above.

(4) Ensure proficiency is maintained in individual skills in accordance with the tasks and standards listed in the reference.

6. Reserve Applicability. This Order is applicable to the Marine Corps Reserve.

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By direction

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**Functional Learning Center (FLC) and MCCS Task Alignment**

<b>DUTY AREA</b>	<b>TASKS</b>	<b>MCRD's</b>	<b>MCT</b>	<b>ITB</b>	<b>OCS</b>	<b>TBS</b>	<b>NAVACD</b>
01 Military Just. and Law of War	9	All			All	All	All
02 MC Org, Hist, Cust, & Court	9	All			All	All	All
03 Close Order Drill	3	All			All		All
04 MC Uniform, Cloth, & Equip	9	All			All	All	All
05 MC General Leadership	1	All			All		All
06 Substance Abuse	5	All			All		All
07 Troop Information	14	All			2,5-8, 14	1,3,4, 9-13	2,5-8, 14
08 MC Leadership	4	All				All	
09 Force Protection & Interior Guard	8	All			1-5	5-8	1-5
10 Code of Conduct	3	All			All		All
11 Individual Weapons	19	1-11	12-19	12-19	1,2	3-19	1,2
12 Crew Served Weapons	1		All	All		All	
13 Scouting and Patrolling	8	1	2-8	2-8	1,8	All	1,8
14 Tactical Measures, Offensive	3		All	All	All	All	All
15 Tactical Measures, Defensive	3		All	All		All	
16 Munitions	4		All	All		All	
17 Combat Conditioning and Continuing Actions	9	1-6, 9	1,2,7,8	1,2,7,8	1-6	7-9	1-6
18 Land Navigation	4		All	All	All	All	All
19 Communications	2		All	All		All	
20 NBC Defense	12	2,3	1, 4-12	1, 4-12		All	
21 First Aid	8	All				All	
22 Physical Fitness	1	All	All	All	All	All	All
23 Martial Arts	16	All			1-7	8-16	1-7
24 Combat Water Survival	1	All				All	